

# Course Registration

Please print clearly, and send to Correct Training System to register yourself as a delegate in the programs

**Section 1 - Course Details**

Course Name:	Location: <input type="checkbox"/> CTS Surry Hills <input type="checkbox"/> Other.....	Date(s):
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**Section 2 - Personal Details**

<b>Given Name</b>				<b>Surname</b>				
<b>Title</b>	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms			<b>Gender</b>	<input type="checkbox"/> Male <input type="checkbox"/> Female		<b>DOB</b>	
Tel (H)		Tel (M)		Tel (W)				
Home Address				Email				
Mail Address								
Suburb				State		Post-code		

**Payment Details** - 50% payment is required prior to commencement of the course and 50% payment due on commencement (certificates will not be issued unless full payment has been received)

I have attached a cheque payable to Correct Training Systems Pty Ltd for \$ \_\_\_\_\_ (50% payment of course fees)

Please invoice my organisation \_\_\_\_\_ for \$ \_\_\_\_\_ (50% payment of course fees)

Process my Visa or Mastercard for 50% payment of the course fees \$ \_\_\_\_\_, with the following details:  
 Name on Card \_\_\_\_\_  
 Card Number \_\_\_\_\_  
 Date of Expiry (MM/ YY) - \_\_ / \_\_

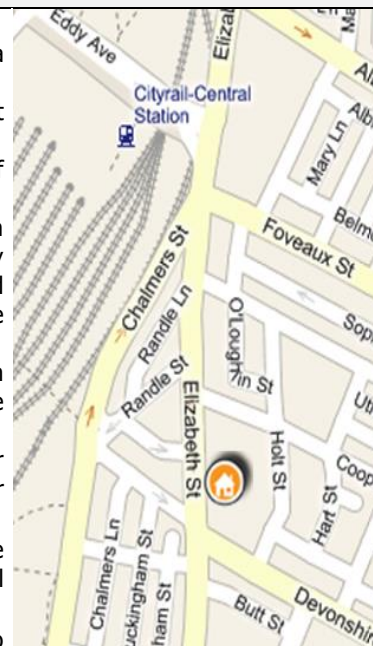
I have made a Direct Debit to the bank account (*details as below*) on \_\_\_\_\_ (*date*). for \$ \_\_\_\_\_ (50% course fees)  
 Account Name: Correct Training Systems BSB: 032-710 Account Number: 135061  
*NB. Please reference Participant's name and Course date on Direct Debit (this is necessary for CTS to acknowledge your registration)*

**Section 3 - Consent**

How did you hear about this course?	<input type="checkbox"/> Referral from food safety auditor	<input type="checkbox"/> Email	<input type="checkbox"/> CTS Website
	<input type="checkbox"/> Referral from colleague	<input type="checkbox"/> Web search results	<input type="checkbox"/> Phone Contact
	<input type="checkbox"/> Referral from Correct Food Systems	<input type="checkbox"/> Brochure	<input type="checkbox"/> Other

**Signature:**
**Date:**
**Section 4 - Registration Conditions**

- Details about the training product, and provision of services on the CTS website
- Places are limited on all courses. You must submit this form to register as a delegate and secure a place in the course. All bookings are confirmed via email.
- 50% fees due on course registration and 50% payment due on commencement (Certificates will not be issued unless full payment has been received.)
- CTS reserve the right to withdraw services to any participant on a course if payment has not been received in accordance with our payment terms.
- All courses are presented in English. Should you require the services of an interpreter this should be arranged, in consultation with CTS. Language, literacy and numeracy support strategies can be incorporated, within reason, if identified prior to course design and commencement. Some units of competence require certain levels of literacy and numeracy.
- Full fees apply for cancellation of a registered delegate within 5 working days from the scheduled course commencement date. Substitution of a delegate may be made prior to commencement of the course.
- CTS reserve the right to cancel any course due to insufficient numbers or unforeseen circumstances. Registered delegates will be offered a full refund, or transferred to the next available course.
- Certificates will not be issued until full payment has been received. One Statement of Attainment or Certificate will be issued per person. Additional charges will be incurred for replacement certificates.
- A copy of the CTS student handbook can be accessed via the website prior to commencing the course program. [www.correcttraining.com.au](http://www.correcttraining.com.au)



CTS Sydney Office – 410 Elizabeth St, Surry Hills  
 ( 2 minutes walk from Central Station)  
 For directions to other venues please contact CTS

Please email this form to [donna@correctfoodsystems.com.au](mailto:donna@correctfoodsystems.com.au) or register online at [www.correcttraining.com.au](http://www.correcttraining.com.au)